

DPD-6256-59

16 September 1959

Dear Sid:

25X1A5a1

has billed for a trip by as follows:

25X1A5a1

Expense Report

Hotel or Lodging - July 13 & 14	\$ 12.36
Meals - July 13 thru 18	38.05
Taxi, 12 & 18 July	14.00
Car Rental	<u>127.42</u>
	\$191.83
Air Line Ticket	<u>326.70</u>
Total -	\$518.53

We questioned the car rental costs as they seemed high and also the purpose of the trip. has replied as follows:

25X1A5a1

"Destination of Trip - Purpose of trip - to coordinate supply activities and provide liaison between plant and field service engineers per letter 28 April 59 to and as authorized by 4 May 59 authorization of Car rental - Car make - Chevrolet.

110 miles at \$.09 - \$9.90  
2 days at \$9.00 18.00  
Sales tax 3 % .74  
Insurance 2.00  
Total 30.64

Car rental - Car make - Chevrolet  
469 miles at \$.12 56.28  
1/4 hr at \$2.00 hr. .50  
3 days at \$12.00 36.00  
Insurance 4.00  
Total \$96.78 "

This invoice is being processed for payment but we thought that in future trip authorizations you may desire to impose a restriction on car rental. In the event you feel the mileage claimed is excessive please advise the amount you feel allowable and we will make a deduction from a future billing.

Very truly yours,

DPD-DD/P:6f

Distribution:

25X1A9a  
1 -  
5X1A5a11 - w/ 25X1A6c  
1 - Finance, DPD  
1 - Chrono, DPD